

CHAPTER 43 – RESPITE PROVIDED AT CAMP TO ALTCS MEMBERS

INITIAL IMPLEMENTATION DATE: April 15, 2015

INTENDED USERS: Support Coordinators, Qualified Vendors, Network Staff, and Business Operations

PURPOSE: To clarify when the Division authorizes respite for members to attend camp.

Definitions

Camp: A Qualified Vendor service site used to provide Respite to a member's primary caregiver while concurrently providing recreational activities for the member. Camp may be daily or overnight.

Utilization of Respite for Camp

- A. Respite begins when the care and custody of the member is transferred to the Qualified Vendor from the primary caregiver.
- B. Respite ends when the care and custody is transferred from the Qualified Vendor to the primary caregiver.
- C. When the member is transported to Camp by the Qualified Vendor, transportation is part of the Respite service.

Number of Units of Respite for Camp

- A. The service authorization is determined based on the number of hours the member is in the care and custody of the Qualified Vendor.
- B. When the member is receiving 12 or more hours of Respite in a calendar day, the service authorization reflects one unit of Respite Daily. One unit of Respite Daily equals 12 hours of Respite.
- C. Example: Camp begins Friday at 1pm and the member returns to the care and custody of the responsible person on Monday morning at 10am. Respite will be:
Friday: 1pm – Midnight = 11 hours Respite Hourly

Saturday: All Day = One unit Respite Daily

Sunday: All day = One unit Respite Daily

Monday: Midnight to 10 am = 10 hours Respite Hourly

The Qualified Vendor is authorized two units of Respite Daily and 21 hours of Respite Hourly. The Support Coordinator deducts 24 hours of Respite Hourly for the two units of Respite Daily from the annual Respite allotment.

Program Site Requirements for Camp

- A. Any site used to provide Respite services to ALTCS members must be inspected by the Division's Office of Licensing, Certification and Regulation (OLCR) as required by the Qualified Vendor Agreement (QVA), Section 7 Service Specification, Respite Service Requirements and Limitations and Title 6. Chapter 18. Article 7.
http://www.azsos.gov/public_services/title_06/6-18.htm#Article_7
- B. Any staff working with Division members must meet all training and background requirements as outlined in the QVA and A.A.C. Title 6. Chapter 6, Article XV.
http://www.azsos.gov/public_services/Title_06/6-06.htm
- C. Staff-to-member ratio must comply with and be billed in accordance with the Rate Book.
- D. All members attending the program must be included in the calculation of staff-to-member ratio.

Camp Related Activity Fees

- A. The Qualified Vendor may request activity fees for special Camp activities (e.g., horseback riding).
- B. Qualified Vendors must offer an alternative activity or may provide scholarships for members who cannot or do not want to pay an activity fee.
- C. Ability for a member to pay an activity fee cannot be used to determine program participation.